

Huron County Airport Authority  
Tentative Agenda  
For Regular Meeting, Monday, May 13, 2019 – 5:00pm

Call Meeting to Order:

Roll Call:

Larry Silcox \_\_\_\_\_  
Harry Brady \_\_\_\_\_  
John Colvin \_\_\_\_\_

Motion to Excuse:

Public Comments:

Guest:

Approval of Minutes from Regular Meeting: April 08, 2019

Operational and Financial Report April 30, 2019

April 2019 Fuel Sales:

AVGas: \$ 3,722.81	Gallons: 809.31
Jet A: \$ 919.72	Gallons: 262.78

As of April 30, 2019

Cash in Bank:	\$ 13,156.41
Net Income YTD:	\$ 29,071.85
Total Expenses YTD:	\$ 169,866.39
Net Income/ Loss YTD:	\$ (140,796.54)

Airport Income/ Loss

Net Income YTD:	\$ 28,135.99
Total Expenses YTD:	\$ 34,983.24
Net Income/ Loss YTD:	\$ (6,847.25)

Grant Income/ Loss

Net Income YTD:	\$ 935.86
Total Expenses YTD:	\$ 134,885.15
Net Income/ Loss YTD:	\$ (133,949.29)

Approval of April 30, 2019, 2019 Financials

Approval to Pay Invoices: \$ 6,717.76

Old Business:

Consultant Report  
Public records request resolution

New Business:

Date of next meeting: June 10, 2019 @ 5:00 pm

## **April 08, 2019 Meeting Minutes**

Call to Order:

All Present

Financials:

Harry Brady moved to approve financials. Larry Silcox seconded. Motion Passed.

Discussion on cost of propane.

Harry Brady moved to approve payment of invoices of \$10,915.52 which includes \$150.00 to Superior Fire. EPA problems with septic system. Water leak has been fixed.

Consultant Report:

ODOT Grant draw request of \$9,549.83. Harry Brady moved to approve. John Colvin seconded. Motion Passed.

Submit ODOT Grant to repair drainage problems by T-Hangars. Pour drainage all on C side. Harry Brady moved to approve. John Colvin seconded. Motion Passed.

Task Order #1 Master Plan Update. Allow President to submit comments to FAA. Harry Brady moved to approve. John Colvin seconded. Motion Passed.

Task Order #5 Apron B – Phase 2 to get bids out before May meeting. John Colvin moved to approve. Harry Brady seconded. Motion Passed.

Public Comments:

Invoices will be emailed to tenants.

Question Aggregate for electric.

Old Business:

Maintenance hangar roof repair. Received 1 quote from JDB for \$4,500. John Colvin moved to approve. Larry Silcox seconded. Harry Brady absented.

Public Records Policy:

Actual reimbursement is \$0.05 per page (cannot charge more than County). If flash drive is not supplied will charge for actual cost. Mailing supplies and postage will be reimbursed. Harry Brady moved to approve. John Colvin seconded. Motion Passed.

New Business:

Fire inspection show that Exit Lights need to be repaired. The county cannot help. Great Lakes Electric quote is \$450.00. John Colvin moved to approve. Harry Brady seconded. Motion Passed.

Replacement of Secretary / Treasurer:

Linda Vaughn was asked and accepted position. Harry Brady moved to approve. John Colvin seconded. Motion Passed.

EPA problems of leaking. List of items from William E. Albrecht. Larry Silcox to get estimates.

Minutes:

Approval of minutes as amended. Water leak is not the city but Northern Ohio Rural Water. John Colvin moved to approve as amended. Harry Brady seconded. Motion Passed.

Need to check red lights at end of runway.

Adjourned.

Comments:

New lock on fuse box.

Electric meter in commercial hangar is working.

Need to install a fire extinguisher box on building.

John Colvin addressed gallery.

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Larry Silcox, President

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Linda Vaughn, Secretary/Treasurer

**Huron County Airport Authority**  
**Balance Sheet**  
As of April 30, 2019

9:03 AM

05/10/2019

Cash Basis

Apr 30, 19

**ASSETS**

**Current Assets**

**Checking/Savings**

Civista 23825 13,156.41

Prepaid Debit Card 200.00

**Total Checking/Savings** 13,356.41

**Accounts Receivable**

Accounts Receivable -7,609.80

**Total Accounts Receivable** -7,609.80

**Total Current Assets** 5,746.61

**Fixed Assets**

**Equipment**

5,229.72

**Total Fixed Assets** 5,229.72

**TOTAL ASSETS** 10,976.33

**LIABILITIES & EQUITY**

**Equity**

Opening Balance Equity 40,822.82

Retained Earnings 110,950.05

Net Income -140,796.54

**Total Equity** 10,976.33

**TOTAL LIABILITIES & EQUITY** 10,976.33

**Huron County Airport Authority**  
**Total Profit & Loss YTD**  
 January through April 2019

9:05 AM  
 05/10/2019  
 Cash Basis

Jan - Apr 19

Ordinary Income/Expense

Income

Commercial Office Rent	2,400.00
Fuel Sales	9,630.93
Hangar Rent	15,581.45
ODOT Grant	935.86
Overnight Fees	40.00
Utilities Reimbursement	<u>483.61</u>

Total Income 29,071.85

Expense

Attorney Fees	700.00
Cleaning / Sump	750.00
Credit Card Processing	229.05
FAA Grant Expense	134,885.15
Fuel Purchased	

100 AVGas	5,602.57
Jet-A	<u>6,779.60</u>

Total Fuel Purchased 12,382.17

Maintenance	586.71
Membership	180.00
Mowing	250.00

Office Expense

Computer Expense	640.00
Office Supplies	782.39
Postage	<u>103.95</u>

Total Office Expense 1,526.34

Ohio EPA Reporting 1,655.00

Permits 150.00

Propane 1,929.74

Property Taxes 6,196.70

Repairs and Maintenance 345.00

Sales Tax

Sales Tax Discount	-5.23
Sales Tax - Other	<u>478.35</u>

Total Sales Tax 473.12

Secretary / Treasurer 1,000.00

Snow Removal 897.50

Supplies 37.29

Utilities

Electric	3,327.45
Telephone Expense	552.24
Water	1,814.93

Total Utilities	5,694.62
Total Expense	169,868.39
Net Ordinary Income	-140,796.54
Net Income	<u>-140,796.54</u>

**Huron County Airport Authority**  
**Airport Profit & Loss YTD**  
January through April 2019

9:07 AM

05/10/2019

Cash Basis

Jan - Apr 19

Ordinary Income/Expense

Income

Commercial Office Rent	2,400.00
Fuel Sales	9,630.93
Hangar Rent	15,581.45
Overnight Fees	40.00
Utilities Reimbursement	483.61

Total Income 28,135.99

Expense

Attorney Fees	700.00
Cleaning / Sump	750.00
Credit Card Processing	229.05
Fuel Purchased	
100 AVGas	5,602.57
Jet-A	<u>6,779.60</u>

Total Fuel Purchased 12,382.17

Maintenance	586.71
Membership	180.00
Mowing	250.00
Office Expense	
Computer Expense	640.00
Office Supplies	782.39
Postage	<u>103.95</u>

Total Office Expense 1,526.34

Ohio EPA Reporting 1,655.00

Permits 150.00

Propane 1,929.74

Property Taxes 6,196.70

Repairs and Maintenance 345.00

Sales Tax

Sales Tax Discount -5.23

Sales Tax - Other 478.35

Total Sales Tax 473.12

Secretary / Treasurer 1,000.00

Snow Removal 897.50

Supplies 37.29

Utilities

Electric 3,327.45

	Telephone Expense	552.24
	Water	<u>1,814.93</u>
<b>Total Utilities</b>		<u>5,694.62</u>
<b>Total Expense</b>		<u>34,983.24</u>
<b>Net Ordinary Income</b>		<u>-6,847.25</u>
<b>Net Income</b>		<u><u>-6,847.25</u></u>

**Huron County Airport Authority**  
**Grants Profit & Loss YTD**  
January through April 2019

9:08 AM  
05/10/2019  
Cash Basis  
Jan - Apr 19

<b>Ordinary Income/Expense</b>		
<b>Income</b>		
ODOT Grant		<u>935.86</u>
<b>Total Income</b>		935.86
<b>Expense</b>		
FAA Grant Expense		<u>134,885.15</u>
<b>Total Expense</b>		<u>134,885.15</u>
<b>Net Ordinary Income</b>		<u>-133,949.29</u>
<b>Net Income</b>		<u><u>-133,949.29</u></u>

ODOT Grant Received 05/09/2019

9,549.83

Huron County Airport Authority

Invoice Approval

Date: 5/10/2019

For Meeting on: 5/13/2019

Company	Date	Amount	Purchase	
AirNav.com	5/1/2019	36.00	Basic Listing until 05/2020	
Albrecht, Bill	5/1/2019	400.00	EPA Reporting - 2019 April	
Alloway	3/31/2019	68.00	EPA Testing - 2019 March	
Beck Aviation	5/1/2019	151.25	Maintenance - 2019 April	
Frontier Communications	4/28/2019	144.27	Service 04/28/2019 - 05/27/2019	EFT
GT's Lawn Care	5/1/2019	375.00	Snow Removal 2018-12-31	
Holtz, Mary	5/1/2019	250.00	Cleaning / Sumping - 2019 April	
Holtz, Mary	5/1/2019	950.00	Mowing - 2019 April	
James Hohler & Son	4/29/2019	117.85	Repair 2 Toilets	
Laser Images	5/6/2019	10.00	Invoice Scans 2018-Dec 2019-01/02-03-04	
Northern Ohio Rural Water	4/26/2019	799.73	Service 03/15/2019 - 04/15/2019	
Ohio Business Gateway	5/3/2019	334.06	2019 April Sales Tax	EFT
Ohio Edison	5/1/2019	808.42	2019 April Service	EFT
QTPod	5/15/2019	581.08	M4000 / Monthly Payment	EFT
Silcox, Larry	4/19/2019	21.10	Ladies Bathroom Light	
State of Ohio UST Fund	5/13/2019	1,100.00	Annual Fee 07/01/2019 - 06/30/2020	
Travelers	4/18/2019	371.00	Liability Insurance	
Vaughn, Linda	5/1/2019	<u>200.00</u>	2019 April	
		<u><u>6,717.76</u></u>		